



United States
ENVIRONMENTAL PROTECTION AGENCY
Washington, DC 20460

GRANT PROFILE FORM
Brownfields

PART I – GRANT AWARD INFORMATION

1. Grant Recipient Award Information

1a. Grant Recipient Name	1b. Grant Project Name
1c. Grant Number	1d. DUNS Number _____ (mandatory for grants applied for on or after 10/01/2003)
1e. Grant Award Date (mm/dd/yyyy)	1f. Type of Brownfields Grant (check only one) <input type="checkbox"/> Assessment <input type="checkbox"/> Revolving Loan Fund (RLF) <input type="checkbox"/> Cleanup <input type="checkbox"/> Job Training <input type="checkbox"/> Other (describe) _____
1g. Grant Announce Date (mm/dd/yyyy)	
1h. Coalition Partners (if applicable)	

2. Grant Recipient Contact Information

2a. Contact Name	2b. Mailing Address
2c. City	2d. State
2e. Zip Code	2f. Phone
2g. Fax	2h. E-mail

3. Type of Eligible Entity (check only one)

3a. Government Eligible Entity (type of Government Unit) <input type="checkbox"/> Local Government <input type="checkbox"/> State <input type="checkbox"/> Tribe <input type="checkbox"/> Regional Council <input type="checkbox"/> Redevelopment Agency <input type="checkbox"/> Land Clearance Authority <input type="checkbox"/> Academic / University <input type="checkbox"/> Other (describe) _____	3b. Other Eligible Entity (type of non-governmental organization): <input type="checkbox"/> Non Profit Corporation <input type="checkbox"/> Academic / University <input type="checkbox"/> Association <input type="checkbox"/> Other (describe) _____
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4. Geographic Information

4a. Number of Communities/Jurisdictions Served	4b. Name(s) of Communities/Jurisdictions Served
4c.1. Population of Jurisdiction _____ 4c.2. Population of Target Area _____	4d. Name(s) of US Congressional District(s) Notified
4e. Federal Economic Zone (check all that apply) <input type="checkbox"/> Empowerment Zone <input type="checkbox"/> Enterprise Community <input type="checkbox"/> Renewal Community <input type="checkbox"/> Other (describe _____)	

5. Related EPA Brownfields Grants Information (optional)

Table A – Other EPA Brownfields Grants

5a. Grant Recipient Name(s)	5b. Grant Number(s)	5c. Award Date(s) (mm/dd/yyyy)	5d. Grant Type(s)

PART II – GRANT BUDGET AND FINANCIAL INFORMATION

6. Grant Funding Information

6a. Initial Project Period (mm/dd/yyyy) _____ to _____ (optional)		
6b. Current Project Period (mm/dd/yyyy) _____ to _____		
6c. Funding Source <input type="checkbox"/> Headquarters Awarded/Funded <input type="checkbox"/> 9R Awarded/Funded		6d. Initial Document Control Number (DCN) _____
6e. Funding Limit Waiver Approved <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable	6f. Funding Waiver Amount \$ _____	6g. Cost Share Hardship Waiver Approved <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable

Table B – Grant Funding History (provide for initial award and each modification)

Fund Type	7. Award / Amendment Amount(s)	8. Amendment Date(s) (mm/dd/yyyy)	9. Amendment Number(s)	10. Amendment Type(s)
a. Hazardous				INITIAL
a. Petroleum				INITIAL
b. Hazardous				<input type="checkbox"/> Supplemental <input type="checkbox"/> Deobligated
b. Petroleum				<input type="checkbox"/> Supplemental <input type="checkbox"/> Deobligated
c. Hazardous				<input type="checkbox"/> Supplemental <input type="checkbox"/> Deobligated
c. Petroleum				<input type="checkbox"/> Supplemental <input type="checkbox"/> Deobligated
d. Hazardous				<input type="checkbox"/> Supplemental <input type="checkbox"/> Deobligated
d. Petroleum				<input type="checkbox"/> Supplemental <input type="checkbox"/> Deobligated

Table C – Grant Financial Summary

Funded Activity Type	(a) Budgeted Amount	(b) Expended Amount
11. Local Government (BH)		
12. Health Monitoring (BH)		
13. Institutional Controls Monitoring / Enforcement (BH)		
14. Environmental Insurance (BE)		
15. RLF Subgrants (BS)		
16. All Other		
17. Total Funded Amount		

PART III – GRANT CLOSEOUT INFORMATION		
18. Closing EPA Project Officer Name		19. Closeout Date (mm/dd/yyyy)
20. Grant Recipient Closeout Report Received <input type="checkbox"/> Yes (date [mm/dd/yyyy] _____) <input type="checkbox"/> No		21. All Other Reports Received <input type="checkbox"/> Yes (date [mm/dd/yyyy] _____) <input type="checkbox"/> No (list any missing Quarterly / Other Reports or Forms) _____ _____
PART IV – SIGNATURE		
22. US EPA Project Officer/Contact		
Name	Signature	Date

INSTRUCTIONS FOR COMPLETING BROWNFIELDS GRANT PROFILE FORM

GENERAL INSTRUCTIONS

Overview:

This form is intended to capture basic details about each brownfields Subtitle A grant awarded since fiscal year 2003, as well as brownfields pilots amended after 2002. A Grant Profile Form (Grant Profile or form) should be developed and maintained for each cooperative agreement awarded under EPA's Brownfields Program—assessment grants, cleanup grants, revolving loan fund (RLF), job training grants, and other types of brownfields grants awarded under the Brownfields Law, or amended after 2002. Each Grant Profile should contain information relating only to one specific assessment, cleanup, RLF, or job training grant.

The form tracks information key to managing the individual brownfields grants by the regions, as well as managing the national Brownfields Program by EPA Headquarters. The form compiles data typically contained in other documents relating to the cooperative agreement award (e.g., application, work plan, cooperative agreement). To the extent that information is not readily available from existing grant documents, the Office of Brownfields Cleanup and Redevelopment (OBCR) may provide contractor assistance to gather the data.

The EPA Project Officer/Project Contact responsible for managing the cooperative agreement must develop and regularly maintain the Grant Profile for **each** brownfields grant. The Project Officer/Contact may have different positions and/or titles in different regions and the term may not always refer to the official Project Officer for the cooperative agreement. In most cases, the Project Officer/Contact will be the regional brownfields staff representative overseeing the grant recipient's day-to-day implementation of the grant. In certain limited circumstances (e.g., for non-traditional grants such as the green building pilot awards), the EPA Project Officer may be a Headquarters staff member.

The Grant Profile is divided into four parts. Unless otherwise indicated, reporting in each section is required. Additional instructions and definitions for completing this form are provided below. Please contact OBCR if you have any questions when completing this form.

When to Submit:

Original Grant Profiles. EPA Project Officers must create a Grant Profile when the brownfields grant is awarded. After the cooperative agreement is signed, the original Grant Profile should be submitted to OBCR.

Updated Grant Profiles. Grant Profiles must be updated as activities (e.g., amendment) and information (e.g., contact) dictate. For example, a Grant Profile should be updated upon extension of the grant period. In addition, a Grant Profile should be updated when the grant is amended. Grant Profiles should also be updated when each cooperative agreement is closed out.

To Whom to Submit:

In addition to maintaining the Grant Profile as part of the records management for the cooperative agreement, the Project Officer must submit the Grant Profile forms to OBCR (attention: EPA Brownfields Program Data Manager).

How to Submit:

OBCR is undertaking a two-phased process to facilitate electronic tracking and information dissemination system to facilitate future grants management. In the first phase, OBCR will prepare electronic versions of this and other required management forms for the EPA Project Officers to complete and submit via e-mail. In the second phase, OBCR will develop a web-based database that will allow entry of the information directly by the region. As needed, OBCR will continue to provide contractor data entry and quality assurance support.

DETAILED INSTRUCTIONS FOR COMPLETING EACH ITEM ON FORM

PART I – GRANT AWARD INFORMATION

1. Grant Recipient Award Information. Provide basic background information about the grant recipient that received the grant award. Most of the information should be taken directly from the cooperative agreement documents.

1a. Grant Recipient Name. Enter the grant name. Use the official name of the grant recipient as provided in the cooperative agreement, unless otherwise directed by the EPA Brownfields Program Data Manager.

1b. Grant Project Name. Enter the name of the grant project. Provide the commonly used name of the grant project as provided in external outreach materials (e.g., grant fact sheet posted on Headquarters web site, EPA press release, announcement speech documents). This name may be different from the grant recipient name provided in 1a.

1c. Grant Number. Enter the grant number. Use the official number of the grant as provided in the cooperative agreement.

1d. DUNS Number. Enter the Dun and Bradstreet Data Universal Numbering System (DUNS) number for the grant recipient. This number can be found in the application materials for grant recipients which applied for new or renewed grants on or after October 1, 2003. For grant recipients that applied for grants before October 1, 2003, this field is optional.

1e. Grant Award Date. Enter the date on which the grant was awarded (i.e., the date the cooperative agreement was signed and legally binding). Use the following format when entering the month, day, and year: mm/dd/yyyy.

1f. Type of Brownfields Grant. Identify which type of EPA brownfields grant was awarded. Check only one box: assessment, cleanup, RLF, or job training. If the grant is not one of the standard types of EPA brownfields grants, then check “Other” and provide a brief description (e.g., green building pilot grant).

1g. Grant Announce Date (optional). Enter the date on which the grant award was publicly announced. Use the date(s) as provided in external communications materials (e.g., press release, web postings, speeches). Use the following format when entering the month, day, and year: mm/dd/yyyy.

1h. Coalition Partners. If applicable, list the members of the coalition that are represented by the grant recipient. A coalition is a grouping of two or more eligible entities joined together under one grant recipient. Coalition groupings are allowed only under RLF grants, for pooling to capitalize revolving loan funds.

2. Grant Recipient Contact Information. Provide basic background information regarding how to reach the primary contact of the grant recipient via mail, phone, fax, and e-mail.

2a. Contact Name. Enter the name of the primary contact of the grant recipient (e.g., the grant project manager). If the primary contact changes during the term of the grant, provide the name of the new primary contact.

2b. Mailing Address. Enter the mailing address of the primary contact of the grant recipient. If the mailing address is a P.O. Box, also include the street address information used for courier or overnight delivery services.

2c. City. Enter the name of the city where the primary contact of the grant recipient is located.

2d. State. Enter the two-letter abbreviation for the name of the state where the primary contact of the grant recipient is located.

2e. Zip Code. Enter the zip code (with the additional four-digit postal code, if available) of the primary contact of the grant recipient.

2f. Phone. Provide the area code and phone number of the primary contact of the grant recipient. Use the following format when entering this information: 800.555.1212.

2g. Fax. Provide the fax number of the primary contact of the grant recipient. Use the following format when entering this information: 800.555.1212.

2h. E-mail. Provide the e-mail address of the primary contact of the grant recipient.

3. Type of Eligible Entity. Provide basic background information about the type of government or non-governmental eligible entity that received the grant. Check only one box for this section (i.e., do not check a box under 3a and a box under 3b) – the grant recipient cannot be both a governmental entity and a non-governmental entity. If the grant is an assessment grant or an RLF grant, then one of the boxes under 3a (government) must be checked. The non-government entities listed under 3b are applicable only to cleanup grant recipients and job training grant recipients. Additional instructions and definitions about the types of entities eligible for EPA brownfields grants are provided in the grant application guidelines for each fiscal year.

3a. Government Eligible Entity. Identify the type of government eligible entity that received the grant award. If the grant is an assessment or RLF cooperative agreement, one of the boxes in this section must be checked. Governmental or non-governmental entities are eligible for cleanup and job training cooperative agreements. Generally, the Brownfields Law defines governmental eligible entities as:

- General purpose unit of local government (note: for purposes of the brownfields grant program, EPA defines general purpose unit of local government as a “local government” as that term is defined under 40 CFR Part 31);
- Land clearance authority or other quasi-governmental entity that operates under the supervision and control of or as an agent of a general purpose unit of local government;
- Government entity created by a state legislature;
- Regional council or group of general purpose units of local government;
- Redevelopment agency that is chartered or otherwise sanctioned by a state;
- State;
- Indian tribe other than in Alaska (note: intertribal Consortia are eligible for funding in accordance with EPA’s policy for funding intertribal consortia); and
- Alaska Native Regional Corporation and an Alaska Native Village Corporation and the Metlakatla Indian community.

3b. Other Eligible Entity. If the grant recipient is not a sanctioned unit of government, indicate which type of non-governmental entity received the cooperative agreement. This section is for potential use only for cleanup and job training grants. The only entities eligible for assessment and RLF grants are governmental entities.

4. Geographic Information. Provide basic information about the geographic context and related information describing the grant recipient and the communities/jurisdictions benefiting from the cooperative agreement. For purposes of this section, a “community/jurisdiction” is defined as a unified body of individuals living in a particular geo-political area. Due to the diverse nature of the brownfields grant recipients (e.g., states, tribes, counties, cities, towns, regional redevelopment authorities) the definition of the community served, and therefore jurisdictions and population, is not always readily apparent. The information in this section will be used, in part, to gather data for use in GIS applications.

The “community/jurisdiction” served should be represented by the smallest stated geo-political unit(s) associated with the grant recipient, as illustrated in the example. For example, a grant serving the community of a city would have a “city” jurisdiction, and a grant serving to benefit the community of a county would have a “county” jurisdiction. If only a portion of a city is targeted (e.g., borough, neighborhood), then the entire city would still be listed as the community/jurisdiction served because it is the smallest geo-political unit. If

multiple cities or counties are identified by a grant, then multiple cities or counties would be named as communities/jurisdictions served. Similarly, if the grant recipient is a state or a regional governing body such as a regional planning commission, but is targeting only a portion of its jurisdiction, then only those targeted communities/jurisdictions should be listed. Also for purposes of this section, the term “city” includes other types of local units of government such as towns and townships or other equivalents as defined by the state.

For purposes of this section, a grant should be considered to be serving a community/jurisdiction if either of the following is true: (1) the city, county, state/tribe is the grant recipient or a coalition partner with the grant recipient; or (2) the city, county, state/tribe is not the grant recipient or coalition partner but is a direct beneficiary of the use of the grant funds (i.e., grant funds are used to support allowable activities within the city, county, or state/tribe).

4a. Number of Communities/Jurisdictions Served. Enter the number of communities/jurisdictions served by the cooperative agreement.

4b. Name(s) of Communities/Jurisdictions Served. List the name(s) of the communities/jurisdictions served by the cooperative agreement. Separate multiple names with commas and, for each one, identify the type of jurisdiction (e.g., "City of Houston", "Counties of Polk, Clark", "Township of Haddam").

4c.1. Population of Jurisdiction. Enter the total population contained in the jurisdiction. Per the FY 2004 Proposal Guidelines for Brownfields Assessment, Revolving Loan Fund, and Cleanup Grants, this piece of information should have been provided when the grant application was submitted.

4c.2. Population of Target Area. Enter the total population of the target area that will be served by the cooperative agreement. Per the FY 2004 Proposal Guidelines for Brownfields Assessment, Revolving Loan Fund, and Cleanup Grants, this piece of information should have been provided when the grant application was submitted.

4d. Name(s) of US Congressional District(s) Notified. List the name(s) of the federal congressional districts notified when the grant was initially announced or awarded. For each congressional district served, provide the two-letter state abbreviation, followed by a hyphen and the two-digit number of the district (e.g., MN-08 for the 8th US Congressional District in the State of Minnesota). For multiple districts, list in numerical order separated by commas (e.g., MN-07, MN-08). OBCR, or its contractors, will provide congressional district information for subsequent changes.

4e. Federal Economic Zone. Indicate whether the grant recipient is located in a zone that has been designated as economically disadvantaged by a federal agency. The US Department of Housing and Urban Development (HUD) and the US Department of Agriculture (USDA) have identified dozens of communities as economically disadvantaged and designated them under one or more programs: empowerment zones, enterprise communities, and renewal communities. These designations are based on census tract information. A grant serving a large area could include communities with multiple designations. For more information on which communities have received these designations, check the following web sites: www.hud.gov/offices/cpd/ezec (HUD designated communities) and www.ezec.gov (USDA designated communities). OBCR, or its contractors, will provide federal economic zone information if the region is unable.

5. Related EPA Brownfields Grants Information (optional). In Table A, list all other EPA brownfields cooperative agreements awarded to or otherwise benefiting this grant recipient. List all that apply, including brownfields cooperative agreements awarded prior to fiscal year 2003. Use a separate row for each related cooperative agreement. Add more rows if needed.

5a. Grant Recipient Name(s). Enter the name(s) of the cooperative agreement recipient. Use the official name(s) of the grant recipient as provided in the cooperative agreement of the related EPA brownfields grant.

5b. Grant Number(s). Enter the cooperative number(s). Use the number(s) of the grant as provided in the cooperative agreement of the related EPA brownfields grant.

5c. Award Date(s). Enter the award date(s) of the related cooperative agreements. Use the date(s) as provided in the cooperative agreement of the related EPA brownfields grant. Use the following format when entering the month, day, and year: mm/dd/yyyy.

5d. Grant Type(s). List the type(s) of related cooperative agreement(s) awarded. Possible types include pilots awarded prior to fiscal year 2003 (e.g., assessment pilots, BCRLF pilots, job training pilots, green building pilots, RCRA/brownfields prevention pilots, ADR/facilitation pilots) and grants awarded beginning in fiscal year 2003 (e.g., assessment grants, cleanup grants, RLF grants, job training grants).

PART II – GRANT FUNDING AND FINANCIAL INFORMATION

6. Grant Funding Information. Provide basic background information about the funding that was provided through the cooperative agreement (or, in limited circumstances such as the green building pilots, through other funding mechanism).

6a. Initial Project Period. Enter the initial term of the grant. While the start date of the initial grant period is required, the end date of the initial grant period is optional. Use the following format when entering the month, day, and year: mm/dd/yyyy.

6b. Current Project Period. Enter the current budget period of the grant. Both the start date of the current budget period and the end date of the current budget period, reflecting any extension granted, are required. Use the following format when entering the month, day, and year: mm/dd/yyyy.

6c. Funding Source. Check the appropriate box to indicate the source of the grant funding. In most instances, EPA Headquarters will award and fund the grants. However, some grants may be 9R (regional reserves) awarded and funded.

6d. Initial Document Control Number. Enter the document control number (DCN). Use the DCN associated with the original budget documentation.

6e. Funding Limit Waiver Approved. If applicable, indicate whether the grant recipient requested a waiver of the funding limit. Check “yes” if the request was approved. Check “no” if the request was denied. If no funding limit waiver was requested, check “not applicable.”

6f. Funding Waiver Amount. If applicable, indicate the amount of the funding limit waiver received by the grant recipient. If the answer “no” or “not applicable” was checked for the previous question, 6.e. Funding Limit Waiver Approved, then this field should remain blank. If the answer “yes” was checked, then please complete this field.

6g. Cost Share Hardship Waiver Approved. If applicable, indicate whether the grant recipient requested a hardship waiver for the cost share requirement. Check “yes” if the request was approved. Check “no” if the request was denied. If no cost share waiver was requested, check “not applicable.” The cost share requirement is applicable only to cleanup and RLF grant recipients.

Table B – Grant Funding History. The information provided in Table B documents the grant funding at the most elemental level, delineated into only two basic categories--petroleum or hazardous. Enter only the amount of EPA funding awarded to the grant recipient. Do not include any voluntary or required cost share funds or in-kind services. In Table B, provide information regarding the initial grant funding and all amendments to the cooperative agreement that modify the grant funding. Use the first row (a) for the initial funding level for the grant. In row (a), enter only the funding level under column 7; do not enter information under the other columns. Use a separate row for each amendment. Add more rows if needed. Each row has two elements, one to track funding information about petroleum-related grant activities and the other for traditional hazardous waste-related grant activities. The petroleum information should relate only to those portions of the grant funds that are allocated at properties, or portions thereof, that have petroleum-only contaminants as defined in the Brownfields Law and subsequent guidance.

7. Award/Amendment Amount(s). In row (a), enter the initial funding levels. In the subsequent rows, enter the dollar amount(s) for the amendment if the amendment modified the funding level available under the cooperative agreement. Use the amount(s) as provided in the cooperative agreement.

8. Amendment Date(s). Enter the date(s) on which the cooperative agreement was amended in each row except for row (a). Use the date(s) as provided in the amended cooperative agreement. Use the following format when entering the month, day, and year: mm/dd/yyyy.

9. Amendment Number(s). Enter the number(s) of the amendment to the cooperative agreement in each row except for row (a). Use the number(s) as provided in the amended cooperative agreement.

10. Amendment Type(s). Indicate the type(s) of funding action associated with each amendment in each row except for row (a). Row (a) is designated as “initial”. If funds are being added under the modification, indicate “supplemental”. If funds are being removed under the modification, indicate “deobligation”.

Table C – Grant Financial Summary. The information provided in Table C documents additional grant financial information with greater specificity than Table B. The types of funded activities itemized in Table C reflect those activities that have statutorily prescribed funding restrictions or constraints. Because of the requirements imposed by the law, OBCR needs to track, monitor, and report on the budget status for these specified line items. The budget developed as part of each grant’s work plan may vary from this format (e.g., be broken out by the work plan tasks).

In Table C, describe how all grant funds have been allocated and are being used across the designated categories of activities. Lines 11-14 and lines 16-17 should be used for assessment, cleanup, and RLF grants. Line 15 applies only to RLF grants. Job training and other grants should use only lines 16 and 17 (the other line items are not applicable to job training grants). Additional definitions and guidance on these line items are provided in Subtitle A of the brownfields law as well as in the grant application guidance.

For each line applicable to the grant, report on two categories of funding--columns (a) budgeted amount and (b) expended amount. Enter only the amount of EPA funding awarded to the grant recipient. Do not include any voluntary or required cost share funds or in-kind services. For each line item, enter the amount associated with each of the following columns:

- **(a) Budgeted Amount.** Enter the total amount of the grant funds allocated for each line item. This amount should reflect the original or amended budget approved under the cooperative agreement. The amounts in this column should be changed if amendments alter the initial funding allocation. As part of the grant close-out, this column should be finalized to reflect any deobligated funds.
- **(b) Expended Amount.** Enter the cumulative amount of grant funds expended to date for each line item. This amount should reflect the total amount expended during the term of the grant for each line item. As part of the grant close-out, this column should be finalized to reflect all funds expended.

11. Local Government (BH). Enter the amount of funding, in each column, associated with local government program development activities. Under the law, these Subtitle A grant recipients may use up to 10 percent of their grant funds for program development and implementation activities. The law specifies two types of program development activities as examples (e.g., health monitoring, institutional controls monitoring). These two types of program development activities should be reported only in lines 12 and 13, respectively; line 11 should only include other types of approved program development and implementation funding. If no grant funds are allocated for program development activities, enter “0” in column (a).

12. Health Monitoring (BH). Enter the amount of funding, in each column, associated with health monitoring studies. The law allows a limited amount of assessment, cleanup, and RLF grant funds to be used for monitoring the health of populations exposed to one or more hazardous substances, pollutants, or contaminants from a brownfield property. If no grant funds are allocated for health monitoring studies, enter “0” in column (a).

13. Institutional Controls (BH). Enter the amount of funding, in each column, associated with institutional controls monitoring or enforcement. The law allows a limited amount of assessment, cleanup, and RLF grant funds to be used for monitoring and enforcement of any institutional control used to prevent human exposure to any hazardous substance, pollutant, or contaminant from a brownfield property. If no grant funds are allocated for institutional controls monitoring/enforcement, enter “0” in column (a).

14. Environmental Insurance (BE). Enter the amount of funding, in each column, associated with environmental insurance. The law allows a limited amount of Subtitle A funds to be used by a recipient of a grant or loan that performs a characterization, assessment, or cleanup of a brownfield property to purchase environmental insurance for the characterization, assessment, or cleanup of that property. If no grant funds are allocated for environmental insurance, enter “0” in column (a).

15. RLF Subgrants (BS). Enter the amount of funding, in each column, associated with RLF subgrants. An RLF grant recipient must use at least 60 percent of the awarded funds to capitalize a revolving loan fund. An RLF grant recipient may also use its funds to award *subgrants* to other eligible entities, including nonprofit organizations, for brownfields cleanups on properties owned by the subgrantee; however, an RLF grant recipient may use no more than 40 percent of the awarded funds for cleanup subgrants and may not subgrant to itself. Unlike loans, cleanup subgrants do not require repayment. If no RLF grant funds are allocated for subgrants, enter “0” in column (a).

16. Other. Enter the amount of funding, in each column, associated with all other activities not itemized in lines 11 through 15. Typically for assessment grant recipients, this will include allowable assessment-related activities (e.g., inventory, Phase I assessment, Phase II assessment, Phase III assessment). For cleanup and RLF grant recipients, this will include allowable cleanup activities (other than subgrants awarded by RLF grant recipients) at properties other than those with petroleum-only contamination. For job training grant recipients, this will include all funded activities.

17. Total Funded Amount. Enter the total amount of funding, in each column, for all grant funded activities. This amount should be the cumulative totals, in each column, of all applicable lines in the table.

PART III – GRANT CLOSEOUT INFORMATION

18. Closing EPA Project Officer Name. Enter the name of the EPA Project Officer when the cooperative agreement ends and the grant activities are closed out.

19. Closeout Date. Enter the date on which the cooperative agreement was closed out. This date represents the last day of the grant period, when all close out activities have been completed. Use the following format when entering the month, day, and year: mm/dd/yyyy.

20. Grant Recipient Closeout Report Received. Indicate whether the grant recipient provided a closeout report following completion of the grant period. If “yes,” then indicate the date that the report was provided. Use the following format when entering the month, day, and year: mm/dd/yyyy.

21. All Other Reports Received. Indicate whether all other reports and forms have been received, from the grant recipient, by EPA. If “yes,” then indicate the date by which this was accomplished. Use the following format when entering the month, day, and year: mm/dd/yyyy. If “no,” then provide an itemized list of any missing quarterly/other reports and forms.

PART IV - SIGNATURE

22. US EPA Project Officer/Contact. Type or print the name of the EPA Project Officer/Project Contact. The Project Officer/Contact should also sign and date the completed Grant Profile form.